

**Guadalupe, San Antonio, Mission, and Aransas Rivers and Mission,
Copano, Aransas, and San Antonio Bays Basin and Bay Area Stakeholder
Committee (BBASC) meeting**

Thursday, November 21, 2013 at 1:00 p.m.

San Antonio River Authority, 100 East Guenther Street, San Antonio, Texas

MINUTES

Members Present: Suzanne Scott, Chair; Diane Wassenich, Vice-Chair; Tyson Broad; Thurman Clements; Louisa Eclarinal (for Doris Cooksey); Rick Illgner (for Roland Ruiz); Ken Dunton; Jack Campbell; Micah Voulgaris (for Milan Michalec); Dick Fritz (for Chris Hale); Jerry James; Mike Mecke; Con Mims; Tommy Hill (for James Murphy); Hope Wells (for Robert Puente); Jennifer Ellis; Roger Biggers (for Paula DiFonzo); Stephen Fotiades; Garrett Engelking; James Dodson (for Everett Johnson); David Mauk

Public Comment

No public comments were made at this time.

Discussion and Agreement on Agenda

The members agreed to accept the agenda as presented.

Approval of Minutes from August 22, 2013 Meeting

Sam Vaugh provided revisions on the August 22, 2013 draft meeting minutes and the corrected minutes were approved by consensus.

Discussion and Appropriate Action Regarding Nominations to Fill the Regional Water Planning Group Vacancy on Stakeholder Committee

Nominees David Mauk, Gená Leathers, Tony Wood, and Tom Ballou for the Regional Water Planning Group vacancy were introduced and those present provided an overview of their background and qualifications. Additionally, BBASC members provided comments in support of certain nominees and their potential contribution as a joining member. By majority vote, David Mauk, BCRAGD, was appointed to the GSA BBASC to represent Regional Water Planning Groups.

Discussion and Appropriate Action Regarding (a) Draft Request for Proposal (RFP) and (b) Draft Proposal Evaluation Matrix

Chair Scott presented an overview of the subcommittee's work to date on developing a draft request for proposal (RFP) and a draft proposal evaluation matrix.

(a) The draft RFP contained five Scopes of Work (SOW) descriptions inclusive of four tier 1 studies and one strategy from the group's Work Plan for Adaptive Management. Members discussed budget allocation for each SOW, reallocation of funds to other SOW as necessary, potential for numerous projects to be funded, and the addition of language to each SOW clarifying that State or TWDB funded components have a deliverable deadline of August 31, 2015, and non-state funded components have a deliverable deadline of August 31, 2016. It was further clarified during this time that the \$750,000 allocated to the GSA BBASC is not pending approval from the EFAG. Members also discussed if multiple proposals could be

selected for funding under one SOW in the RFP, and how negotiations and allocations of funds to multiple proposals under one SOW would occur. It was indicated that as long as the proposed work differed, than multiple proposals could be awarded funds under one SOW. Sam Vaughn, BBEST member, added that if multiple proposals are selected than the BBASC would need to give direction as to how funds should be allocated to each proposal under a single SOW (i.e. SOW #1: 80% to 1st selected proposal; 20% to 2nd selected proposal) before negotiations commence.

- (b) The draft proposal evaluation matrix consists of seven weighted criteria in which the evaluator can assign points based on how well a proposal meets a certain criteria. Members discussed potential changes to the draft evaluation matrix such as combining, removing, and/or rewording certain timeframe criteria and whether this would require reweighting. In addition, relevant criteria were reworded to clarify scoring of a tier 1 study proposal versus that of a strategy based proposal.

Both the revised draft RFP inclusive of the five scopes of work and draft proposal evaluation matrix were approved by the BBASC with no members present opposing.

Draft Timeline for RFP Issuance, Proposal Review and Awards

A draft timeline was presented to BBASC members concerning the dates for RFP issuance, proposal review, and awarding of funds. Nolan Ralphelt, TWDB, indicated that contracting documents need to be finalized prior to approval by the TWDB at its next scheduled board meeting on January 23rd, 2014. The proposed timeline dictated that if contract solicitation is approved by the Board, the RFP will be advertised during the month of February with proposals due February 26th, 2014. From January 26th through March 12th an evaluation team will score and select proposals to be submitted to the full GSA BBASC for approval during the week of March 17th. After proposals are approved, negotiations with contractors will occur March 24th through the beginning of April and contracts will be signed and issued around April 5th through the 11th.

Discussion and Appointment of Proposal Evaluation Team

Chair Scott proposed that a team comprised of five BBASC and two BBEST members should be formed to evaluate proposals and submit recommendations to the full stakeholder committee. BBASC members Diane Wassenich, Stephen Fotiades, , Tyson Broad, Jerry James, and Doris Cooksey as well as the BBEST members Gregg Eckhardt and Debbie Magin volunteered to serve on the proposal evaluation team. Furthermore, Mike Peters agreed to be an alternate. TPWD, TWDB, and TCEQ offered to provide technical reviews of submitted proposals to aid the full BBASC in proposal selection but would not participate in scoring or the proposal selection process. Additionally, members were in consensus that submitted proposals should be no more than 10 pages in length excluding attachments, double spaced with 11-point font, and submitted electronically as a PDF.

Next meeting Date, Time and Location

The next GSA BBASC meeting will be held at GBRA's River Annex located in Seguin, TX during the week of March 17th through the 21st.

Public Comment

No public comments were made at this time.

Meeting Adjourned